



Memo

To: Tom Newton, Director, Iowa Department of Public Health

From: Constance Price, Executive Director, Iowa Dental Board
Ann Mowery, Executive Director, Iowa Board of Medicine
Lorinda Inman, Executive Director, Iowa Board of Nursing
Lloyd Jessen, Executive Director, Iowa Board of Pharmacy

Date: 1/25/2008

Re: 2007 Report on Sharing of Staff (Iowa Code Section 147.80)

Iowa Code Section 147.80 requires the Department of Public Health to submit a report annually in December regarding the sharing of administrative, clerical and investigative staff by the Board of Medicine, the Board of Pharmacy, the Dental Board, and the Board of Nursing. Pursuant to this act, the Dental Board and the Boards of Nursing, Pharmacy, and Medicine submit the following information.

The boards continue to regularly coordinate efforts and staff in the following areas:

Administrative/Clerical:

- Planning. The executive directors of the boards meet to coordinate their efforts, share information that impacts all the boards and coordinate efforts in areas, such as database development, finances, and training. For example, the Dental, Medical and Nursing Boards are working on a joint proposal to purchase a database that can be configured to meet each board's business processes. This has involved joint planning, joint development of a Request for Information from vendors, joint meetings with vendors and attorneys, joint development of a concept paper and presentation to the Technology Governance Board, joint development of an ROI and presentation to the IOWAccess Advisory Council, and joint development of a Request for Proposals.
- Policy Development. The directors share responsibility for developing policy in certain areas. For example, the boards are working cooperatively with the Bureau of Professional Licensure in the Department of Public Health to update Iowa Code chapter 147, the chapter that regulates all of the health

professions but which has not been updated in many years. The executive directors also work closely to address scope of practice issues between the professions. Three of the boards are working on a joint pain statement that will promote better pain management.

- Information Technology. The medical and dental boards share a server for their licensee databases. Tech support staff from each board assists each other with computer maintenance and troubleshooting issues. For example, one board's tech person has helped two of the other boards with encrypting their computers to meet the state mandate. The same tech support staff has worked together to make functional the wireless access in the shared conference room where Internet access is needed during board meetings.
- Equipment. The boards share audiovisual equipment such as recorders, scanners, and faxes. In addition, they share photocopiers.
- Training. The four boards coordinate training opportunities in areas, e.g., laws, software, administrative services, and employee benefits.
- Support services. Board staff routinely shares common responsibilities such as monitoring entryways and facilitating the public.
- Space. This year the boards shared conference rooms as needed.

Investigative:

- Investigations. Board investigators routinely collaborate on investigative matters and coordinate efforts. For example, nursing, medical, and dental board investigators often work collaboratively with pharmacy board investigators in cases concerning drug abuse or diversion.
- Legal services. Compliance staff from the boards routinely shares information on legal issues and rulings that impact the investigative and disciplinary processes across all of the boards.